

**City Light Advisory Board Meeting
July 5, 2005, 8:30 – 11:30 a.m.
MEETING SUMMARY**

Board members present: Carol Arnold, Jay Lapin, Sara Patton, Gary Swofford, Don Wise, Randy Hardy (By phone)

Also present: Jorge Carrasco, DaVonna Johnson (City Light), Carol Butler (Legislative), Thomas Dunlap (Department of Finance), Alec Fiskien, Julie Tobin (Office of Policy & Management)

Superintendents Update

- Weather. (Handout)
- Mayor's Rate Proposal.
- Federal and State Energy Legislation.
- Mayor's Kyoto Treaty Initiative
- In response to Board members, the Superintendent provided brief updates on the following:
 - Risk Management. City Light will be presenting an interim status report to the EEP Committee on July 13. The Superintendent will send the interim report to the Advisory Board on July 11 or 12. The Advisory Board asked for an update at the August 2 meeting and expressed concern that City Light is not moving faster and offered to provide advice.
 - IRP. Review of proposals completed.
 - Distribution and Capacity Plan. Sara Patton, Randy Hardy and Jay Lapin would like an informal briefing. DaVonna Johnson will follow up.
 - City Light Reorganization.
 - Employee survey.

Report on Discussions with Executive and Council

In order to gain input on the Board's governance recommendations Jay Lapin, Sara Patton and Carol Arnold met with the Executive and Don Wise, Gary Swofford and Randy Hardy met with the legislative. Following up to those meetings, the Board's general impression is that there is not much enthusiastic support for an independent governing board as both branches perceive no added value in changing the existing governance structure and establishing such a board.

Selection of Preferred Governance Options

Given the response to the discussions with the Executive and Council, the Board decided to review their direction on the governance issue. It was felt that the Board needs to better demonstrate why the current governance structure is in need of improvement. The Board's report should focus on the governance research already completed, point out what's wrong with the current governance structure and make a clear statement for change in governance, actionable or not.

Advisory Board Work Program

1. Develop a strategy for implementation of measures that would enhance **management flexibility** (now)
2. Develop recommendation on enhanced **public participation**
3. Develop **recommendation regarding advisory board** (annual report)
4. Research and articulate need for **governing board** (annual report)
5. Track and report on the **continuing issues** (Carol to follow up with Jorge)
 - High performance organization
 - Risk management
 - Resource acquisition planning
 - Financial stability
 - IRP/Strategic planning

Action Items

1. **Management Flexibility**

City Light needs increased management flexibility with regard to exempt positions, incentive compensation, personnel classification, and labor negotiations. Randy Hardy will draft an outline all five issues at the next level of detail and circulate to Board members, Jorge Carrasco, Carol Butler and Alec Fisker by Tuesday, July 12. Randy, Gary, and Jay will take comments and develop a strategy for discussion at the August meeting.

2. **Public Participation**

Sara Patton will draft a strategy. Sara and Jay Lapin will work with Bob Royer, request help from Jean Becker and consult with Susan Hall. Carol Arnold will send the name of the APPA contact to Sara Patton.

3. & 4. **Advisory Board and Governance recommendation**

The Board want to gain input from the community on governance issues. This will be achieved by holding meetings with community groups. A broad spectrum of attendees should be invited to each meeting.

Meeting

Municipal League
Chamber of Commerce, Mfg. Industrial
Council, Downtown Seattle Association,
business leaders.
BOMA
Small business, consumer groups, low
income, neighborhood associations, others
City employees and labor organizations
Residential user focus group

Blue Ribbon Panel

Lead

Jay Lapin - Prior to August meeting
Susan Hall and Carol Arnold - Prior to August meeting

Don Wise
Sara Patton will develop a strategy to present at August
meeting
Sara Patton
Carol Arnold/Alec Fisker/Carol Butler. Council approval
may be required.
TBD

Carol Arnold will edit the talking points and circulate to Board members, Alec Fisker and Carol Butler prior to constituent meetings.

Jay Lapin will draft and distribute a white paper on the need for a governing board prior to August meeting.

Julie Tobin will publish a meeting notice if more than 4 board members attend a meeting.

5. **Continuing Issues**

Board members need to close the loop on their earlier recommendations and would like substantive reports from City Light over the next couple of board meetings (.5 hours including discussion on each issue).

Risk Management – August

Long term options for bill portfolio optimization - August

Strategic Planning/IRP including mission statement and values – September

High Performance Organization - September

August Meeting Agenda

- Superintendent's update
- Portfolio optimization – CityLight
- Risk management – City Light
- Reports on community outreach meetings

September Meeting Agenda

- IRP/Strategic Planning – City Light
- High Performance Organization – City Light

If possible City Light to send materials to Julie Tobin for distribution to Board members ahead of time.

Julie Tobin will reschedule August meeting for August 9 if possible.